

A.2.1 EMPLOYEE MANUAL REFERENCES:

General Information

ACA Standards 1A-01, 1A-04, 1A-05, 1A-10, 1A-16, 1A-17, 1A-29, 1C-01, 1C-02, 1C-04, 1C-04, 1C-05, 1C-06, 1C-08, 1C-09, 1C-09-1, 1C-11, 1C-15, 1C-16, 1C-18, 1C-19, 1C-20, 1C-21, 1C-23, 1C-24, 1C-25, 1D-01, 1D-02, 1D-05, 1D-07, 1D-09, 1F-06, 1F-15, 1G-05, 2B-04, 3A-01, 3C-01 (Administration of Correctional Agencies); 4-JCF-2A, 2A-17, 2A-27, 2A-29, 3A-02, 3B-03, 3D-01, 4C-05, 5C-04, 6A-02, 6A-04, 6B-10, 6B-14, 6C-01, 6C-02, 6C-04, 6C-05, 6C-07, 6C-08, 6C-09, 6C-10, 6C-11, 6C-12, 6D-01, 6D-02, 6D-03, 6D-04, 6D-05, 6D-06, 6D-07, 6D-08, 6D-09, 6D-10, 6D-11, 6D-12, 6E-14, 6G-06, 6G-08 (Juvenile Correctional Facilities); Juvenile Probation and Aftercare Services 2-7022, 2-7027, 2-7030-1, 2-7032, 2-7065, 2-7036, 2-7038, 2-7040, 2-7041, 2-7042, 2-7043, 2-7057

Attorney General Opinion # 03-01431

Civil Service Article X, Part 1

Civil Service Rules Chapters 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 16, 17, 21, and 23.

Civil Service General Circulars No. 001155, 001679, and 1728

La. R.S. Title 11:441(A)(4), 11:537(c), 11:62(5)(e); La. R.S. 42: 1101-1169; La. R.S. 1950, Title 42, Chapter 15;

LASERS Summary of Act 992, www.lasersonline.org

Office of Group Benefits (OGB) www.groupbenefits.org

YS Policies A.1.4 “Investigative Services”, A.1.11 “Polygraph Testing of Employees”, A.2.2 “Pay Administration and Management”, A.2.4 “Employee Awards”, A.2.5 “Family and Medical Leave of Absence”, A.2.7 “Drug-Free Workplace”, A.2.8 “Sexual Harassment”, A.2.11 “Employee Assistance Program”, A.2.12 “Personnel Records”, A.2.13 “Americans with Disabilities Act”, A.2.19 “Special Agents”, A.2.22 “Violence-Free Workplace”, A.2.28 “Return to Work”, A.2.37 “Unscheduled Absences”, A.2.38 “Ethics for Public Employees: Nepotism, Prohibited Contractual Relations, Gifts”, A.2.43 “Employee Subpoenas, Notices of Hearing, Discovery, and Legal Correspondence”, A.2.45 “Performance Planning and Review” and A.2.46 “Employee Grievance Procedure”, A.2.47 “Equal Employment Opportunity”, A.2.50 “Flexible Work Schedules”, A.2.52 “Recruitment and Referral”, A.3.2 “Travel”, A.5.9 “Social Networking”, C.1.13 “Media Access and Public Information”, C.2.6 “Use of Interventions”, and C.4.3 “Mandatory Reporting of Abuse and Neglect of Youth”

ROC (Rules of Conduct)

Children’s Code 603: 609 (A 1-2; Article 509, 510, 603, 603 (14), 603 (16), 609, and 610;

Civil Service Rule 12.6

La. R.S. 14:402, 40:961, 14:403(A)(1), Title 40,

PbS Standards (CJCA - Council of Juvenile Correctional Administrators)

SaEP4, SaEP5, SaEP6, SaP3, SaP4, SaP5, SaP6, SaP8, SaP15, SaEP22, SaEP23, SaP20, OEP1, OEP6, OEP7, OP1, OP4, PEP4, OP6, OP9, SeP2, SaEP16, SaP13, SaP14, SaEP22, SaEP23, SaP19, SaP20, SaP21, OEP9, OEP10, OEP12, OEP13, OP5, OP7, OP8, SaEP19, SaEP20, SaP19, SeEP5, SeEP6, SeP2